

**ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY  
STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS  
(REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)**

**AGENCY OR DEPARTMENT:**

**REPORTING PERIOD: FY**

**PART I - PRE-COMPLAINT ACTIVITIES**

<b>EEO COUNSELOR</b>		<b>COUNSELINGS</b>	<b>INDIVIDUALS</b>
A. TOTAL COMPLETED/ENDED COUNSELINGS			
1. COUNSELED WITHIN 30 DAYS			
2. COUNSELED WITHIN 31 TO 90 DAYS			
a. COUNSELED WITHIN WRITTEN EXTENSION PERIOD NO LONGER THAN 60 DAYS			
b. COUNSELED WITHIN 90 DAYS WHERE INDIVIDUAL PARTICIPATED IN ADR			
c. COUNSELED WITHIN 31-90 DAYS THAT WERE UNTIMELY			
3. COUNSELED BEYOND 90 DAYS			
4. COUNSELED DUE TO REMANDS			
<b>ADR INTAKE OFFICER</b>		<b>COUNSELINGS</b>	<b>INDIVIDUALS</b>
B. TOTAL COMPLETED/ENDED COUNSELINGS			
1. COUNSELED WITHIN 30 DAYS			
2. COUNSELED WITHIN 31 TO 90 DAYS			
a. COUNSELED WITHIN WRITTEN EXTENSION PERIOD NO LONGER THAN 60 DAYS			
b. COUNSELED WITHIN 90 DAYS WHERE INDIVIDUAL PARTICIPATED IN ADR			
c. COUNSELED WITHIN 31-90 DAYS THAT WERE UNTIMELY			
3. COUNSELED BEYOND 90 DAYS			
4. COUNSELED DUE TO REMANDS			
<b>COMBINED TOTAL</b>		<b>COUNSELINGS</b>	<b>INDIVIDUALS</b>
C. TOTAL COMPLETED/ENDED COUNSELINGS			
1. COUNSELED WITHIN 30 DAYS			
2. COUNSELED WITHIN 31 TO 90 DAYS			
a. COUNSELED WITHIN WRITTEN EXTENSION PERIOD NO LONGER THAN 60 DAYS			
b. COUNSELED WITHIN 90 DAYS WHERE INDIVIDUAL PARTICIPATED IN ADR			
c. COUNSELED WITHIN 31-90 DAYS THAT WERE UNTIMELY			
3. COUNSELED BEYOND 90 DAYS			
4. COUNSELED DUE TO REMANDS			
<b>D. PRE-COMPLAINT ACTIVITIES</b>		<b>COUNSELINGS</b>	<b>INDIVIDUALS</b>
1. ON HAND AT THE BEGINNING OF THE REPORTING PERIOD			
2. INITIATED DURING THE REPORTING PERIOD			
3. COMPLETED/ENDED COUNSELINGS			
a. SETTLEMENTS (MONETARY AND NON-MONETARY)			
b. WITHDRAWALS/NO COMPLAINT FILED			
c. COUNSELINGS COMPLETED/ENDED IN REPORTING PERIOD THAT RESULTED IN COMPLAINT FILINGS IN REPORTING PERIOD			
d. DECISION TO FILE COMPLAINT PENDING AT THE END OF THE REPORTING PERIOD			
4. COUNSELINGS PENDING AT THE END OF THE REPORTING PERIOD			

<b>E. NON-ADR SETTLEMENTS WITH MONETARY BENEFITS</b>			
	<b>COUNSELINGS</b>	<b>INDIVIDUALS</b>	<b>AMOUNT</b>
TOTAL			\$
1. COMPENSATORY DAMAGES			\$
2. BACKPAY/FRONTPAY			\$
3. LUMP SUM PAYMENT			\$
4. ATTORNEY FEES AND COSTS			\$
5.			\$
6.			\$
7.			\$
<b>F. NON-ADR SETTLEMENTS WITH NON-MONETARY BENEFITS</b>			
	<b>COUNSELINGS</b>	<b>INDIVIDUALS</b>	
TOTAL			
1. HIRES			
a. RETROACTIVE			
b. NON-RETROACTIVE			
2. PROMOTIONS			
a. RETROACTIVE			
b. NON-RETROACTIVE			
3. EXPUNGEMENTS			
4. REASSIGNMENTS			
5. REMOVALS RESCINDED			
a. REINSTATEMENT			
b. VOLUNTARY RESIGNATION			
6. ACCOMMODATIONS			
7. TRAINING			
8. APOLOGY			
9. DISCIPLINARY ACTIONS			
a. RESCINDED			
b. MODIFIED			
10. PERFORMANCE EVALUATION MODIFIED			
11. LEAVE RESTORED			
12.			
13.			
<b>G. ADR SETTLEMENTS WITH MONETARY BENEFITS</b>			
	<b>COUNSELINGS</b>	<b>INDIVIDUALS</b>	<b>AMOUNT</b>
TOTAL			\$
1. COMPENSATORY DAMAGES			\$
2. BACKPAY/FRONTPAY			\$
3. LUMP SUM PAYMENT			\$
4. ATTORNEY FEES AND COSTS			\$
5.			\$
6.			\$
7.			\$
<b>H. ADR SETTLEMENTS WITH NON-MONETARY BENEFITS</b>			
	<b>COUNSELINGS</b>	<b>INDIVIDUALS</b>	
TOTAL			
1. HIRES			
a. RETROACTIVE			
b. NON-RETROACTIVE			
2. PROMOTIONS			
a. RETROACTIVE			
b. NON-RETROACTIVE			
3. EXPUNGEMENTS			
4. REASSIGNMENTS			
5. REMOVALS RESCINDED			
a. REINSTATEMENT			
b. VOLUNTARY RESIGNATION			
6. ACCOMMODATIONS			
7. TRAINING			
8. APOLOGY			
9. DISCIPLINARY ACTIONS			
a. RESCINDED			
b. MODIFIED			
10. PERFORMANCE EVALUATION MODIFIED			
11. LEAVE RESTORED			
12.			
13.			
<b>I. NON-ADR SETTLEMENTS</b>			
	<b>COUNSELINGS</b>	<b>INDIVIDUALS</b>	
TOTAL			

# ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS

(REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT:	REPORTING PERIOD: FY																																																																																																																																																									
<b>PART II - FORMAL COMPLAINT ACTIVITIES</b>  <div style="margin-bottom: 5px;">A. COMPLAINTS ON HAND AT THE BEGINNING OF THE REPORTING PERIOD</div> <div style="margin-bottom: 5px;">B. COMPLAINTS FILED</div> <div style="margin-bottom: 5px;">C. REMANDS (sum of lines C1+C2+C3)</div> <div style="margin-bottom: 5px;">C.1. REMANDS (NOT INCLUDED IN A OR B)</div> <div style="margin-bottom: 5px;">C.2. REMANDS (INCLUDED IN A OR B)</div> <div style="margin-bottom: 5px;">C.3. NUMBER OF ADDITIONAL REMANDS IN THIS REPORTING PERIOD THAT ARE NOT CAPTURED IN C.1 OR C.2 ABOVE</div> <div style="margin-bottom: 5px;">C.4. ADDITIONAL CLOSURES IN THIS REPORTING PERIOD NOT REFLECTED IN F OR H THAT RESULTED FROM REMANDS</div> <div style="margin-bottom: 5px;">D. TOTAL COMPLAINTS (sum of lines A+B+C1)</div> <div style="margin-bottom: 5px;">E. COMPLAINTS IN LINE D THAT WERE NOT CONSOLIDATED</div> <div style="margin-bottom: 5px;">F. COMPLAINTS IN LINE E CLOSED DURING REPORT PERIOD</div> <div style="margin-bottom: 5px;">G. COMPLAINTS IN LINE D THAT WERE CONSOLIDATED</div> <div style="margin-bottom: 5px;">H. COMPLAINTS IN LINE G CLOSED DURING REPORT PERIOD</div> <div style="margin-bottom: 5px;">I. COMPLAINTS ON HAND AT THE END OF THE REPORTING PERIOD (Line D - (F+H)) + [(C2 + C3) - C4]</div> <div style="margin-bottom: 5px;">J. INDIVIDUALS FILING COMPLAINTS</div> <div style="margin-bottom: 5px;">K. NUMBER OF JOINT PROCESSING UNITS FROM CONSOLIDATION OF COMPLAINTS</div>	<b>PART III - AGENCY RESOURCES, TRAINING, REPORTING LINE</b>  <div style="margin-bottom: 5px;"> <b>A. AGENCY &amp; CONTRACT RESOURCES</b> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">AGENCY</th> <th colspan="2">CONTRACT</th> </tr> <tr> <th>NUMBER</th> <th>PERCENT</th> <th>NUMBER</th> <th>PERCENT</th> </tr> </thead> <tbody> <tr> <td>1. 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REPORTING LINE</b> <div style="margin-bottom: 5px;">1 EEO DIRECTOR'S NAME:</div> <div style="display: flex; justify-content: space-between;"> <div style="width: 80%;"> <div style="margin-bottom: 5px;">1a. DOES THE EEO DIRECTOR REPORT TO THE AGENCY HEAD?</div> <div style="margin-bottom: 5px;">2. IF NO, WHO DOES THE EEO DIRECTOR REPORT TO? PERSON:  TITLE:</div> <div style="margin-bottom: 5px;">3. WHO IS RESPONSIBLE FOR THE DAY-TO-DAY OPERATION OF THE EEO PROGRAM IN YOUR DEPARTMENT/AGENCY/ORGANIZATION? PERSON:  TITLE:</div> <div style="margin-bottom: 5px;">4. WHO DOES THAT PERSON REPORT TO? PERSON:  TITLE:</div> </div> <div style="width: 15%; text-align: center;"> <div style="margin-bottom: 5px;">YES</div> <div style="margin-bottom: 5px;">NO</div> </div> </div> </div>		AGENCY		CONTRACT		NUMBER	PERCENT	NUMBER	PERCENT	1. WORK FORCE					a. TOTAL WORK FORCE					b. PERMANENT EMPLOYEES					2. COUNSELOR					a. FULL-TIME					b. PART-TIME					c. COLLATERAL DUTY					3. INVESTIGATOR					a. FULL-TIME					b. PART-TIME					c. COLLATERAL DUTY					4. COUNSELOR/INVESTIGATOR					a. FULL-TIME					b. PART-TIME					c. COLLATERAL DUTY						COUNSELORS		INVESTIGATORS		COUNS/INVESTIG		AGENCY	CONTRACT	AGENCY	CONTRACT	AGENCY	CONTRACT	1. NEW STAFF - TOTAL							a. STAFF RECEIVING REQUIRED 32 OR MORE HOURS							b. STAFF RECEIVING 8 OR MORE HOURS, USUALLY GIVEN TO EXPERIENCED STAFF							c. STAFF RECEIVING NO TRAINING AT ALL							2. EXPERIENCED STAFF - TOTAL							a. STAFF RECEIVING REQUIRED 8 OR MORE HOURS							b. STAFF RECEIVING 32 OR MORE HOURS, GENERALLY GIVEN TO NEW STAFF							c. STAFF RECEIVING NO TRAINING AT ALL						
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AGENCY OR DEPARTMENT:

REPORTING PERIOD: FY

**PART IV - BASES AND ISSUES ALLEGED IN COMPLAINTS FILED**

ISSUES OF ALLEGED DISCRIMINATION	BASES OF ALLEGED DISCRIMINATION																				TOTAL BASES BY ISSUE	TOTAL COMPLAINTS BY ISSUE	TOTAL COMPLAINANTS BY ISSUE
	RACE						COLOR	RELIGION	REPRISAL	SEX		NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA				
	AMER. INDIAN/ ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN (OTHER PACIFIC ISLANDER	BLACK/ AFRICAN AMERICAN	WHITE	TWO OR MORE RACES				MALE	FEMALE	HISPANIC/ LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL					
A. APPOINTMENT/HIRE																							
B. ASSIGNMENT OF DUTIES																							
C. AWARDS																							
D. CONVERSION TO FULL TIME																							
E. DISCIPLINARY ACTION																							
1. DEMOTION																							
2. REPRIMAND																							
3. SUSPENSION																							
4. REMOVAL																							
5.																							
6.																							
7.																							
F. DUTY HOURS																							
G. EVALUATION/APPRaisal																							
H. EXAMINATION/TEST																							
I. HARASSMENT																							
1. NON-SEXUAL																							
2. SEXUAL																							
J. MEDICAL EXAMINATION																							
K. PAY INCLUDING OVERTIME																							
L. PROMOTION/NON-SELECTION																							
M. REASSIGNMENT																							
1. DENIED																							
2. DIRECTED																							
N. REASONABLE ACCOMMODATION																							
O. REINSTATEMENT																							
P. RETIREMENT																							
Q. TERMINATION																							
R. TERMS/CONDITIONS OF EMPLOYMENT																							
S. TIME AND ATTENDANCE																							
T. TRAINING																							
U. OTHER (Please specify below)																							
1.																							
2.																							
3.																							
4.																							
5.																							
TOTAL ISSUES BY BASES																							
TOTAL COMPLAINTS FILED BY BASES																							
TOTAL COMPLAINANTS BY BASES																							

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**PART IVA - BASES OF DISCRIMINATION IN FINDINGS AND ALLEGED IN SETTLEMENTS**

FINDINGS/ALLEGATIONS IN:	BASES OF DISCRIMINATION IN FINDINGS AND ALLEGED BASES IN SETTLEMENTS																		
	RACE						COLOR	RELIGION	REPRISAL	SEX		NATIONAL ORIGIN		EQUAL PAY ACT		AGE	DISABILITY		GINA
	AMER. INDIAN/ ALASKA NATIVE	ASIAN	NATIVE HAWAIIAN OTHER PACIFIC ISLANDER	BLACK/ AFRICAN AMERICAN	WHITE	TWO OR MORE RACES				MALE	FEMALE	HISPANIC/ LATINO	OTHER	MALE	FEMALE		MENTAL	PHYSICAL	
1. Counseling Settlement Allegations																			
1a. Number of Counselings Settled																			
1b. Number of Counselors Settled With																			
2. Complaint Settlement Allegations																			
2a. Number of Complaints Settled																			
2b. Number of Complainants Settled With																			
3. Final Agency Decision Findings																			
3a. Number FADs with Findings																			
3b. Number Complainants Issued FAD Findings																			
4. AJ Decision Findings																			
4a. Number AJ Decisions With Findings																			
5. Final Agency Order Findings Implemented																			
5a. Number of Final Orders With Findings Implemented																			
5b. # of Complainants issued FOs with Findings Implemented																			
TOTAL SETTLEMENT ALLEGATIONS																			
TOTAL FINAL ACTION FINDINGS																			

**PART IVB - ISSUES OF DISCRIMINATION IN FINDINGS AND ALLEGED IN SETTLEMENTS**

FINDINGS/ALLEGATIONS IN:	ISSUES OF DISCRIMINATION IN FINDINGS AND ALLEGED ISSUES IN SETTLEMENTS																																							
	APPOINTMENT/ HIRE	ASSIGNMENT OF DUTIES	AWARDS	CONVERSION TO FULL TIME	DISCIPLINARY ACTION				DUTY HOURS	EVAL/ APPRAISAL	EXAM/ TEST	HARASSMENT		MEDICAL EXAM	PAY/ OVERTIME	PROMOTION/ NON- SELECTION	REASSIGNMENT		REASONABLE ACCOMM.	REIN- STATEMENT	RETIREMENT	TERMINATION	TERMS & CONDITIONS EMPLOYMENT	TIME AND ATTENDANCE	TRAINING	OTHER														
					DEMOTION	REPRIMAND	SUSPENSION	REMOVAL				NON-SEXUAL	SEXUAL				DENIED	DIRECTED																						
1. Counseling Settlement Allegations																																								
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## PART V - SUMMARY OF CLOSURES BY STATUTE

### A. STATUTE (IF A SINGLE COMPLAINT HAS MULTIPLE STATUTES RECORD EACH ON THE APPROPRIATE LINE.)

1. TITLE VII
2. AGE DISCRIMINATION IN EMPLOYMENT ACT (ADEA)
3. REHABILITATION ACT
4. EQUAL PAY ACT (EPA)
5. GENETIC INFORMATION NONDISCRIMINATION ACT (GINA)

### B. TOTAL BY STATUTES

THIS NUMBER MAY BE LARGER THAN THE TOTAL NUMBER OF COMPLAINTS CLOSED.

(A1+A2+A3+A4+A5)

## PART VI - SUMMARY OF CLOSURES BY CATEGORY

	TOTAL NUMBER	TOTAL DAYS	AVERAGE DAYS
A. TOTAL NUMBER OF CLOSURES (1+2+3)			
1. WITHDRAWALS			
a. NON-ADR WITHDRAWALS			
b. ADR WITHDRAWALS			
2. SETTLEMENTS			
a. NON-ADR SETTLEMENTS			
b. ADR SETTLEMENTS			
3. FINAL AGENCY ACTIONS (B+C)			
B. FINAL AGENCY DECISIONS WITHOUT AN ADMINISTRATIVE JUDGE DECISION (1+2+3)			
1. FINDING DISCRIMINATION			
2. FINDING NO DISCRIMINATION			
3. DISMISSAL OF COMPLAINTS			
C. FINAL AGENCY ORDERS WITH AN ADMINISTRATIVE JUDGE (AJ) DECISION (1+2)			
1. AJ DECISION FULLY IMPLEMENTED (a+b+c)			
(a) FINDING DISCRIMINATION			
(b) FINDING NO DISCRIMINATION			
(c) DISMISSAL OF COMPLAINTS			
2. AJ DECISION NOT FULLY IMPLEMENTED (a+b+c)			
(a) FINDING DISCRIMINATION (i+ii+iii)			
i. AGENCY APPEALED FINDING BUT NOT REMEDY			
ii. AGENCY APPEALED REMEDY BUT NOT FINDING			
iii. AGENCY APPEALED BOTH FINDING AND REMEDY			
(b) FINDING NO DISCRIMINATION			
(c) DISMISSAL OF COMPLAINTS			

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<b>PART VI - SUMMARY OF CLOSURES BY CATEGORY (Continued)</b>			
	TOTAL NUMBER	TOTAL DAYS	AVERAGE DAYS
D. FINAL AGENCY MERIT DECISIONS (FAD) ISSUED (1+2+3+4)			
1. COMPLAINANT REQUESTED IMMEDIATE FAD (1a+1b)			
a. AGENCY ISSUED FAD WITHIN 60 DAYS OF RECEIPT OF FAD REQUEST			
b. AGENCY ISSUED FAD MORE THAN 60 DAYS BEYOND RECEIPT OF FAD REQUEST			
2. COMPLAINANT DID NOT ELECT HEARING OR FAD (2a+2b)			
a. AGENCY ISSUED FAD WITHIN 60 DAYS OF END OF 30-DAY ELECTION PERIOD			
b. AGENCY ISSUED FAD MORE THAN 60 DAYS BEYOND END OF 30-DAY ELECTION PERIOD			
3. HEARING REQUESTED; AJ RETURNED CASE TO AGENCY FOR FAD WITHOUT AJ DECISION (3a+3b)			
a. AGENCY ISSUED FAD WITHIN 60 DAYS OF RECEIPT OF AJ RETURNED CASE FOR FAD ISSUANCE			
b. AGENCY ISSUED FAD MORE THAN 60 DAYS AFTER RECEIPT OF AJ RETURNED CASE FOR FAD ISSUANCE			
4. FINAL AGENCY DECISION ISSUED ON A MIXED CASE (4a+4b)			
a. AGENCY ISSUED FAD WITHIN 45 DAYS AFTER INVESTIGATION			
b. AGENCY ISSUED FAD MORE THAN 45 DAYS AFTER INVESTIGATION			
<b>PART VII - SUMMARY OF FORMAL COMPLAINTS CLOSED BY TYPES OF BENEFITS</b>			
	NUMBER	AMOUNT	
A. TOTAL COMPLAINTS CLOSED WITH BENEFITS			
B. CLOSURES WITH MONETARY BENEFITS TO COMPLAINANT		\$	
1. BACK PAY/FRONT PAY		\$	
2. LUMP SUM PAYMENT		\$	
3. COMPENSATORY DAMAGES		\$	
4. ATTORNEY FEES AND COSTS		\$	
INTENTIONALLY LEFT BLANK			
E. CLOSURES WITH NON-MONETARY BENEFITS			
F. TYPES OF BENEFITS	NUMBER OF CLOSURES WITH MONETARY BENEFITS	NUMBER OF CLOSURES WITH NONMONETARY BENEFITS	
1. HIRES			
a. RETROACTIVE			
b. NON-RETROACTIVE			
2. PROMOTIONS			
a. RETROACTIVE			
b. NON-RETROACTIVE			
3. EXPUNGEMENTS			
4. REASSIGNMENTS			
5. REMOVALS RESCINDED			
a. REINSTATEMENT			
b. VOLUNTARY RESIGNATION			
6. ACCOMMODATIONS			
7. TRAINING			
8. APOLOGY			
9. DISCIPLINARY ACTIONS			
a. RESCINDED			
b. MODIFIED			
10. PERFORMANCE EVALUATION MODIFIED			
11. LEAVE RESTORED			
12.			
13.			
14.			

# ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS

(REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

**AGENCY OR DEPARTMENT:**

**REPORTING PERIOD: FY**

## PART VIII - SUMMARY OF PENDING COMPLAINTS BY CATEGORY

A. TOTAL COMPLAINTS PENDING (SAME AS PART II Line I) (1+2+3+4)	NUMBER PENDING	NUMBER OF DAYS	AVERAGE DAYS	NUMBER OF DAYS PENDING FOR OLDEST CASE
1. COMPLAINTS PENDING WRITTEN NOTIFICATION (Acknowledgement Letter)				
2. COMPLAINTS PENDING IN INVESTIGATION				
3. COMPLAINTS PENDING IN HEARINGS				
4. COMPLAINTS PENDING A FINAL AGENCY ACTION				

## PART IX - SUMMARY OF INVESTIGATIONS COMPLETED

	TOTAL	TOTAL DAYS	AVERAGE DAYS
A. INVESTIGATIONS COMPLETED DURING REPORTING PERIOD (1+3)			
1. INVESTIGATIONS COMPLETED BY AGENCY PERSONNEL (a+b+c)			
a. INVESTIGATIONS COMPLETED IN 180 DAYS OR LESS			
b. INVESTIGATIONS COMPLETED IN 181 - 360 DAYS			
1. TIMELY COMPLETED INVESTIGATIONS			
2. UNTIMELY COMPLETED INVESTIGATIONS			
c. INVESTIGATIONS COMPLETED IN 361 OR MORE DAYS			
2. AGENCY INVESTIGATION COSTS	\$		\$
3. INVESTIGATIONS COMPLETED BY CONTRACTORS (a+b+c)			
a. INVESTIGATIONS COMPLETED IN 180 DAYS OR LESS			
b. INVESTIGATIONS COMPLETED IN 181 - 360 DAYS			
1. TIMELY COMPLETED INVESTIGATIONS			
2. UNTIMELY COMPLETED INVESTIGATIONS			
c. INVESTIGATIONS COMPLETED IN 361 OR MORE DAYS			
4. CONTRACTOR INVESTIGATION COSTS	\$		\$

# ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS

(REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT:

REPORTING PERIOD: FY

## PART X - SUMMARY OF ADR PROGRAM ACTIVITIES

### INFORMAL PHASE (PRE-COMPLAINT)

A. INTENTIONALLY LEFT BLANK					
B. ADR ACTIONS IN COMPLETED/ENDED COUNSELINGS		COUNSELINGS	INDIVIDUALS		
1.	ADR OFFERED BY AGENCY				
2.	REJECTED BY COUNSELEE				
3.	INTENTIONALLY LEFT BLANK				
4.	TOTAL ACCEPTED INTO ADR PROGRAM				
C. ADR RESOURCES USED IN COMPLETED/ENDED COUNSELINGS (TOTALS)					
1.	INHOUSE				
2.	ANOTHER FEDERAL AGENCY				
3.	PRIVATE ORGANIZATIONS, (e.g., CONTRACTORS, BAR ASSOCIATIONS, INDIVIDUAL VOLUNTEERS OR COLLEGE/UNIVERSITY PERSONNEL)				
4.	MULTIPLE RESOURCES USED (Please specify in a comment box)				
5.	FEDERAL EXECUTIVE BOARD				
6.					
7.					
		COUNSELINGS	INDIVIDUALS	DAYS	AVERAGE DAYS
D. ADR TECHNIQUES USED IN COMPLETED/ENDED COUNSELINGS (TOTALS)					
1.	MEDIATION				
2.	SETTLEMENT CONFERENCES				
3.	EARLY NEUTRAL EVALUATIONS				
4.	FACTFINDING				
5.	FACILITATION				
6.	OMBUDSMAN				
7.	PEER REVIEW				
8.	MULTIPLE TECHNIQUES USED (Please specify in a comment box)				
9.					
10.					
11.					
E. STATUS OF ADR CASES IN COMPLETED/ENDED COUNSELINGS		COUNSELINGS	INDIVIDUALS	DAYS	AVERAGE DAYS
1.	TOTAL CLOSED				
a.	SETTLEMENTS WITH BENEFITS (Monetary and Non-monetary)				
b.	NO FORMAL COMPLAINT FILED				
c.	COMPLAINT FILED				
i.	NO RESOLUTION				
ii.	NO ADR ATTEMPT (aka Part X.E.1.d)				
e.	DECISION TO FILE COMPLAINT PENDING AT THE END OF THE REPORTING PERIOD				
2.	INTENTIONALLY LEFT BLANK				



# ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS

(REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT:

REPORTING PERIOD: FY

## PART XI - SUMMARY OF ADR PROGRAM ACTIVITIES

### FORMAL PHASE

A. INTENTIONALLY LEFT BLANK					
B. ADR ACTIONS IN COMPLAINT CLOSURES		COMPLAINTS	COMPLAINANTS		
1. ADR OFFERED BY AGENCY					
2. REJECTED BY COMPLAINANT					
3. INTENTIONALLY LEFT BLANK					
4. TOTAL ACCEPTED INTO ADR PROGRAM					
C. ADR RESOURCES USED IN COMPLAINT CLOSURES (TOTALS)					
1. INHOUSE					
2. ANOTHER FEDERAL AGENCY					
3. PRIVATE ORGANIZATIONS, (e.g., CONTRACTORS, BAR ASSOCIATIONS, INDIVIDUAL VOLUNTEERS OR COLLEGE/UNIVERSITY PERSONNEL)					
4. MULTIPLE RESOURCES USED (Please specify in a comment box)					
5. FEDERAL EXECUTIVE BOARD					
6.					
7.					
		COMPLAINTS	COMPLAINANTS	DAYS	AVERAGE DAYS
D. ADR TECHNIQUES USED IN COMPLAINT CLOSURES (TOTALS)					
1. MEDIATION					
2. SETTLEMENT CONFERENCES					
3. EARLY NEUTRAL EVALUATIONS					
4. FACTFINDING					
5. FACILITATION					
6. OMBUDSMAN					
7. MINI-TRIALS					
8. PEER REVIEW					
9. MULTIPLE TECHNIQUES USED (Please specify in a comment box)					
10.					
11.					
12.					
E. STATUS OF CASES IN COMPLAINT CLOSURES		COMPLAINTS	COMPLAINANTS	DAYS	AVERAGE DAYS
1. TOTAL CLOSED					
a. SETTLEMENTS WITH BENEFITS (Monetary and Non-monetary)					
b. WITHDRAWAL FROM EEO PROCESS					
c. NO RESOLUTION					
d. NO ADR ATTEMPT					
2. INTENTIONALLY LEFT BLANK					
F. BENEFITS RECEIVED		COMPLAINTS	COMPLAINANTS	AMOUNT	
1. MONETARY (INSERT TOTALS)					
a. COMPENSATORY DAMAGES					\$
b. BACKPAY/FRONTPAY					\$
c. LUMP SUM					\$
d. ATTORNEY FEES AND COSTS					\$
e.					\$
f.					\$
g.					\$
2. NON-MONETARY (INSERT TOTALS)					
a. HIRES					
i. RETROACTIVE					
ii. NON-RETROACTIVE					
b. PROMOTIONS					
i. RETROACTIVE					
ii. NON-RETROACTIVE					
c. EXPUNGEMENTS					
d. REASSIGNMENTS					
e. REMOVALS RESCINDED					
i. REINSTATEMENT					
ii. VOLUNTARY RESIGNATION					
f. ACCOMMODATIONS					
g. TRAINING					
h. APOLOGY					
i. DISCIPLINARY ACTIONS					
i. RESCINDED					
ii. MODIFIED					
j. PERFORMANCE EVALUATION MODIFIED					
k. LEAVE RESTORED					
l.					
m.					

ANNUAL FEDERAL EQUAL EMPLOYMENT OPPORTUNITY  
STATISTICAL REPORT OF DISCRIMINATION COMPLAINTS

(REPORTING PERIOD BEGINS OCTOBER 1ST AND ENDS SEPTEMBER 30TH)

AGENCY OR DEPARTMENT:

REPORTING PERIOD: FY

**PART XII - SUMMARY OF EEO ADR PROGRAM ACTIVITIES**

EEO ADR RESOURCES

A. NO LONGER COLLECTED

B. EMPLOYEES THAT CAN PARTICIPATE IN EEO ADR

C. RESOURCES THAT MANAGE ADR PROGRAM (DOES NOT  
INCLUDE NEUTRALS AS REPORTED IN PARTS X. & XI.)

1. IN-HOUSE FULL TIME (40 HOURS EEO ADR ONLY)
2. IN-HOUSE PART TIME (32 HOURS EEO ADR ONLY)
3. IN-HOUSE COLLATERAL DUTY (OTHERS/NON-CONTRACT)
4. CONTRACT (ANOTHER FEDERAL AGENCY/PRIVATE ORGANIZATIONS)

D. ADR FUNDING SPENT

AMOUNT

\$

E. ADR CONTACT INFORMATION

1. NAME OF ADR PROGRAM DIRECTOR / MANAGER \_\_\_\_\_

2. TITLE \_\_\_\_\_

3. TELEPHONE NUMBER \_\_\_\_\_ 4. EMAIL \_\_\_\_\_

F. ADR PROGRAM INFORMATION

YES NO

1. Does the agency require the alleged responsible management official to participate in ADR?

1a. If yes, is there a written policy requiring the participation?

2. Does the alleged responsible management official have a role in deciding if the case is appropriate for ADR?

**CERTIFICATION AND CONTACT INFORMATION**

I certify that the EEO complaint data contained in this report, EEOC Form 462, Annual Federal Equal Employment Opportunity Statistical Report of Discrimination Complaints, for the reporting period October 1, through September 30, 2010 are accurate and complete.

NAME AND TITLE OF CERTIFYING OFFICIAL:

SIGNATURE OF CERTIFYING OFFICIAL: (Enter PIN here to serve as your electronic signature)

DATE:

TELEPHONE NUMBER:

E-MAIL:

NAME AND TITLE OF PREPARER:

DATE:

TELEPHONE NUMBER:

E-MAIL:

The FY 2010 report (with the PIN entered) is due on or before November 1, 2010.

## Appendix A - Comments